SALMON RECOVERY FUNDING BOARD

Fifth Round 2004 Salmon Application Forms

In-Stream Habitat

18e

February 2004

FOR USE IN THE FIFTH ROUND 2004 GRANT CYCLE ONLY

Salmon Recovery Funding Board Members

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Designee: Craig Partridge

Doug MacDonald, Secretary, Dept. of Transportation
Designee: none

IAC Director

Laura E. Johnson

Salmon Recovery Funding Board Mission Statement:

The Board will support salmon recovery by funding habitat protection and restoration projects, and related programs and activities that produce sustainable and measurable benefits for the fish and their habitat.

Salmon Recovery Program – In-Stream Habitat
Application Materials Checklist

Application Materials must be submitted for each project on the lead entity list.

Available in PRISM	✓	Item	Section
Attach		Application Authorization Memorandum	
✓		General Application Information	Section 1
✓		Applicant / Organization Information	Section 2
✓		Project Contact Information	Section 3
✓		Goal and Objective	Section 4
✓		Short Description of Project	Section 5
✓		Summary of Funding Request and Match Contribution	Section 6
✓		Property Acquisition Cost Estimate	Section 7
✓		Restoration Cost Estimate	Section 8
✓		Application Questionnaire	Section 9
✓		Work Site Information	Section 10
✓		Permits	Section 11
✓		Salmonid Species Information	Section 12
✓		Habitat Factors Addressed	Section 13
Attach		Evaluation Proposal	Section 14
Attach		Project Partnership Contribution Form	Section 15
Attach		Landowner Willingness Form	Section 16
Attach		Maps (general vicinity & work site)	Applicant Creates
Attach		Project Photos	Applicant Creates
Attach		Long-Term Stewardship Plan	Applicant Creates
Attach		Project Partnership Contribution Form	Applicant Creates
Attach		Other Materials (optional)	Applicant Creates

✓ - Items with a check mark can be entered directly into PRISM. Items marked "Attach" can be attached as document in PRISM, however if this is not possible, documents can be mailed to the IAC Office.

Application Authorization Memorandum

Each organization submitting a project must complete this form.

TO: Salmon Recovery Funding Board (SRFB)
PO Box 40917
Olympia, Washington 98504-0917

THROUGH: _____
(lead entity name)

FROM: _____
(applicant name)

Through the lead entity identified above, the SRFB is hereby requested to consider this application for financial assistance for the Salmon Recovery project(s) described below and to grant funding from such State and Federal sources as may be available. This application is prepared with knowledge of and in compliance with SRFB's policies and procedures. Further, we agree to cooperate with the SRFB by furnishing such additional information as may be necessary to execute a SRFB Project Agreement and to adhere to all appropriate state and federal statutes governing grant monies under the Project Agreement. We are aware that the grant, if approved, is paid on a reimbursement basis. We agree that all application materials, including photos, slides, site drawings, maps, etc., become the property of IAC/SRFB and may be used by IAC/SRFB for education, information, or other non-commercial purposes in publications, presentations or on the IAC/SRFB web site.

Project Name(s): _____

(Attach list _____

if necessary) _____

_____

_____

_____

I/we certify that to the best of our knowledge, the data in this application is true and correct. In addition, I/we certify that the matching resources identified in the grant are committed to the above project. I/we acknowledge responsibility for supporting all non-cash commitments and donations should they not materialize.

Authorized Representative: _____
(signature) *(date)*

Printed Name and Title: _____

1. General Application Information
(ENTER ON PRISM TAB 1)

Project Name

Project Type (check one)

- ☐ **Restoration only** (In-stream Habitat)
- ☐ **Combined** (acquisition and restoration)

2. Applicant / Organization Information
(ENTER ON PRISM TAB 1 – SEARCH FOR ORGANIZATION)

Organization Name

Organization Type (check one)

☐ City/Town	☐ County	☐ Private Landowner
☐ Conservation District	☐ Native American Tribe	☐ Non-profit Organization
☐ RFEG	☐ Special Purpose District	☐ State Agency

Organization Address

Address

City/Town

State, Zip

Telephone # FAX #

Internet e-mail address Website URL

3. Project Contact Information
Complete one for each contact.
(ENTER ON PRISM TAB 1 – SEARCH FOR PERSON)

☐ Mr. ☐ Ms. Title

First Name Last Name

☐ Primary Contact OR ☐ Alternate Contact

Contact Mailing Address

Address Work Telephone #

City/Town FAX #

State, Zip Internet e-mail address

4. Goal and Objective and Measurements
In-Stream Habitat

Select <u>one</u> goal and <u>one</u> objective that best fits your project and respond all to the measurements for that goal and objective.

(ENTER GOAL AND OBJECTIVE ON PRISM TAB 2; SAVE, THEN ENTER MEASUREMENT RESPONSES ON PRISM TAB 6)

Goal: The goal of the project is to connect isolated habitat to increase the range and distribution of salmon. **Objective:** The objective of the project is to increase access to side channels, oxbows, and other channels.	☐
Measurement: Amount of artificial wetland area created? [Acres of artificial wetland proposed to be created and actually created from an area not formerly a wetland.]	_____ Acres
Measurement: Amount of wetland area of invasive species treated? [The acreage of invasive species proposed for treatment and actually treated in the wetland project. The proposed project area may only be a portion of an existing wetland such as removing an area of purple loosestrife.]	_____ Acres
Measurement: Amount of wetland area treated? [Acres of wetland proposed for treatment and actually treated. Note: Include acres of invasive species proposed for treatment or treated.]	_____ Acres
Measurement: Average stream width, in feet, upstream of barrier. [Report the average width of the stream upstream from the barrier.]	_____ Average width in feet
Measurement: Percent rearing habitat opened up? [Report the percent of rearing habitat that is being opened up as a result of this project.]	_____% Rearing
Measurement: Percent spawning habitat opened up? [Report the percent of spawning habitat that is being opened up as a result of this project.]	_____% Spawning
Goal: The goal of the project is to improve instream morphology and habitat in salmon bearing streams. **Objective:** The objective of the project is to increase instream cover, spawning, and resting areas.	☐
Measurement: Length of instream habitat treated, except for bank stabilization? [This refers to meander miles of instream habitat treatments, except for bank stabilization treatments. Count actual stream length	_____ Miles

treated.]	
Measurement: Length of streambank treated for stabilization? [The number of miles of streambank stabilization treatment. Add length treated on both sides when both sides are stabilized. Add one side when one side is treated.]	_____ Miles
Goal: The goal of the project is to restore channel meander migration patterns. **Objective:** The objective of the project is to restore the flood plain meander functions, sediment transport functions, dissipation, and water storage.	☐
Measurement: Amount of estuarine/freshwater area created? [Acres of artificial estuary proposed for creation and actually created from an area not formerly saline.]	_____ Acres
Measurement: Amount of estuarine/freshwater area of invasive species treated? [The acreage of invasive species proposed for treatment and actually treated in an estuary. A treatment may only be for a portion of an estuary such as removal of Spartina.]	_____ Acres
Measurement: Amount of estuarine/freshwater area treated? [Acres of estuary proposed for treatment and actually treated. Note: Include creation of estuarine wetlands.]	_____ Acres
Measurement: Average stream width, in feet, upstream of barrier [Report the average width of the stream upstream from the barrier.]	_____ Average width in feet
Measurement: Percent rearing habitat opened up? [Report the percent of rearing habitat that is being opened up as a result of this project.]	_____% Rearing
Measurement: Percent spawning habitat opened up? [Report the percent of spawning habitat that is being opened up as a result of this project.]	_____% Spawning
Goal: The goal of the project is to restore native riparian vegetation along salmon bearing streams. **Objective:** The objective of the project is to restore natural streamside vegetation, improve stream temperature, reduce erosion, filtration, and recruit large woody debris.	☐
Measurement: Amount of riparian area treated except for invasive species treatment? [This refers to the total riparian acres proposed and	_____ Acres

	actually treated. Examples of treatment include riparian plantings, or protection of riparian zone with a fence. Note: Report the invasive species separately.]	
Measurement:	Amount of riparian area treated for invasive plant species? [This refers to the acres of invasive plant species proposed and actually treated. An invasive species is a plant species that is recognized by the State or Tribe as an invasive species.]	_____ Acres
Measurement:	Length of riparian stream bank treated? [This refers to meander miles of stream bank proposed for treatment and treated. Report the actual length of proposed treatment, adding lengths of treatment on both sides if treatment was on both sides.]	_____ Miles

5. Short Description of Project

Describe project, what will be done, and what the anticipated benefits will be in 1500 characters or less.

(ENTER ON PRISM TAB 2)

***NOTE**:* Many audiences, including the SRFB, SRFB's Review Panel and Technical Advisors, media, legislators, and the public who may inquire about your project use this description. Provide as clear, succinct and descriptive an overview of your project as possible – many will read these 1-2 paragraphs!

The description should state what is proposed. Identify the specific problems that will be addressed by this project, and why it is important to do at this time. Describe how, and to what extent, the project will protect, restore or address salmon habitat. Describe the general location, geographic scope, and targeted species/stock. This short description should be the summary of the detailed proposal set out under Evaluation Proposal, with particular emphasis on questions I-IV.

The database limits this space to 1500 characters (including spaces); any excess text will be deleted.

6. Summary of Funding Request and Match Contribution

Remember to update this section whenever changes are made to your cost estimates.
(ENTER ON PRISM TAB 3)

TOTAL PROJECT COST (A + B)
(Sponsor Match & SRFB Contribution) $_____

A. Sponsor Match Contribution (15% minimum is required for match)

Appropriation/Cash	$ _____
Bonds - Council	$ _____
Bonds - Voter	$ _____
Cash Donations	$ _____
Conservation Futures	$ _____
Donations	
Donated Equipment	$ _____
Donated Labor	$ _____
Donated Land	$ _____
Donated Materials	$ _____
Donated Property Interest	$ _____
Force Account	
Force Acct - Equipment	$ _____
Force Acct - Labor	$ _____
Force Acct - Material	$ _____
Grants*	
Grant - Federal	$ _____
Grant - Local	$ _____
Grant - Private	$ _____
Grant - State	$ _____

Total Sponsor Match Contribution $_____
15% Minimum Match Required of A. TOTAL PROJECT COST

B. SRFB Contribution (grant request) $_____
$5,000 Minimum Request

***Note, be sure to identify the name and type of any matching grant in the Application Questionnaire Section.**

Note: The Total Project Cost must equal the totals from the following Cost Estimate Sections.

7. Property Acquisition Cost Estimate

ACQUISITION includes the purchase of land in fee title, or lesser interests such as conservation easements or other property rights. Conservation easements must be in perpetuity. The acquisition policy is set out in Manual #3, located on IAC Web Page http://www.iac.wa.gov/srfb/docs.htm. Use this form for combination (acquisition and restoration) projects only. **(ENTER ON PRISM TAB 4)**

	Property	Property	Property	Total Properties
Property Name				Leave shaded
Date to be Acquired				areas blank
Acreage to be Acquired				
VALUE DETERMINATION TYPE	(Check one for each property)			
Appraised/reviewed value	☐	☐	☐	
Estimate of value	☐	☐	☐	
Letter of opinion	☐	☐	☐	
PURCHASE TYPE	(Check one for each property)			
Fee ownership (land/improvements)	☐	☐	☐	
Less than fee ownership	☐	☐	☐	
ACQUISITION COST ITEMS	(Complete all that apply)			
Applicable taxes				
Appraisal and review				
Baseline inventory				
Closing				
Demolition				
Easement – access				
Easement – conservation				
Easement – other				
Easement – trail				
Fencing				
Hazardous substances assessment				
Improvements & structures				
Land				
Noxious weed control				
Recording fees				
Relocation				
Rights – agriculture				
Rights – development				
Rights – mineral				
Rights – other				
Rights – timber				
Rights – water				
Signing				
Survey				
Title reports/insurance				
Wetland delineation				
Column Sub-Total				
Admin Costs (5% of Sub-Total)				
TOTAL ACQUISITION COSTS				

8. Restoration Cost Estimate
In-Stream Habitat

IN-STREAM HABITAT includes those freshwater items that affect or enhance fish habitat below the ordinary high water mark of the water body. Items include work conducted on or next to the channel, bed, bank, and floodplain by adding or removing rocks, gravel, or woody debris. Other items necessary to complete the project may include livestock fencing, water conveyance, and plant removal and control.

Complete only items that apply to your project.
TOTAL COST must include the SRFB and Sponsor's Match Contribution.
Use only whole dollar amounts.
(ENTER ON PRISM TAB 5)

Item	Unit	Qty.	Total Cost	Description Needed	Description (60 characters max.)
Bank stabilization	Linear ft			Describe	
Carcass placement	Linear ft			Describe	
Channel connectivity	Linear ft			Optional	
Channel reconfiguration	Linear ft			Describe	
Complex log jams	Each			Optional	
Deflectors/barbs	Each			Optional	
Dike removal/setback	Linear ft			Optional	
Livestock fencing	Linear ft			Material	
Log control (weir)	Each			Optional	
Off-channel habitat	Acres			Describe	
Permits	Lump sum			Optional	
Plant removal/control	Acres			Optional	
Riparian plant installation	Sq ft			Describe	
Riparian plant materials	Each			Describe species	
Rock control (weir)	Each			Optional	
Roughened channel	Linear ft			Describe	
Signage	Each			Describe	
Site maintenance	Lump sum			Describe	
Spawning gravel placement	Sq yds			Optional	
Wetland restoration	Acres			Describe	
Woody debris placement	Each			Describe	
Sales Tax					
Sub-Total					
Architecture, Engineering, & Admin. (30% of Sub-Total)					
TOTAL COSTS					

Purchase of equipment is not an allowable cost.

9. Application Questionnaire

All applicants must answer the following questions.
(ENTER ON PRISM TAB 8)

Cost Efficiencies
For any grants listed in the Summary of Funding Request and Match Contribution Section, are there any restrictions on the use of these grant funds? When and how long will the grant funds be available to this project?
Describe the type of donated labor (skilled and unskilled), donated equipment, and donated materials that will be used for this project, identified in the Summary of Funding Request and Match Contribution Section.

Land Ownership
What type of landowner currently owns the property? (Federal, Local, Private, State or Tribal.)
What is the current land use of the site, and its history? Describe past human uses and salmon habitat functions.

Worksite Location Data
What are the geographic coordinates of the work site(s) (in degrees, minutes and seconds)? [If you do not have them, you may leave this question blank.]
What is the township/range/section of the work site(s)?
In what county(s) is the work site(s) located? In what city, if applicable?
In what Water Resource Inventory Area(s) (WRIA) is the work site located? (Provide WRIA name and WRIA number.)
Is the work site on a stream and/or other waterbody? If yes, name the stream and/or waterbody. If the stream is a tributary of a larger stream, also name the larger stream. If you know the river mile, list it here.

Is your work site(s) located within estuarine or saltwater habitat? If so, name it. How close is it to fresh water systems? Name any other estuary or habitat adjacent to this site.
Is the work site(s) located within a park, wildlife refuge, natural area preserve, or other recreation or habitat site? If yes, name the area.

9b. Application Questionnaire

Combination restoration and acquisition projects must answer the following question.

Will the property proposed for acquisition involve future restoration? If yes, explain how and when restoration will occur.

9c. Application Questionnaire

Non-profit organizations must answer the following questions.

Is your organization registered as a non-profit with the Washington Secretary of State? If so, what is your Unified Business Identifier (UBI) number?
What date was your organization created?
How long has your organization been involved in salmon and habitat conservation?

10. Work Site Information

(ENTER ON PRISM TAB 9)

Driving Directions (provide directions that will enable staff to locate the project):
Current Landowner(s) of the site (name and address). Remember to complete the Landowner Willingness Form.

11. Permits

Check the appropriate boxes to indicate required and/or anticipated permits.
General permit information can be obtained at the Dept. of Ecology Permit Assistance Center 1-800-917-0043 or on their Internet site
http://www.ecy.wa.gov/programs/sea/pac/index.html.
(ENTER ON PRISM TAB 10)

Permits	Comments Regarding Permit Status
☐ Aquatic Lands Use Authorization *(Dept of Natural Resources)*	
☐ Building Permit *(City/County)*	
☐ Clear & Grade Permit *(City/County)*	
☐ Cultural Assessment [Section 106] *(CTED-OAHP)*	
☐ Dredge/Fill Permit [Section 10/404 or 404] (*US Army Corps of Engineers)*	
☐ Endangered Species Act Compliance [ESA] *(US Fish & Wildlife/NMFS)*	
☐ Forest Practices Application [Forest & Fish] (*Dept of Natural Resources)*	
☐ Health Permit *(Dept of Health/County)*	
☐ Hydraulics Project Approval [HPA] *(Dept of Fish & Wildlife)*	
☐ NEPA *(Federal Agencies)*	
☐ SEPA *(Local or State Agencies)*	
☐ Shoreline Permit *(City/County)*	
☐ Water Quality Certification [Section 401] *(County/Dept of Ecology)*	
☐ Water Rights/Well Drilling Permit *(Dept of Ecology)*	
☐ Other Required Permits (identify)	
☐ None – No permits Required	

12. Salmonid Species Information

Identify one or more targeted Salmonid species (directly on-site, indirectly downstream or within the rearing/migration corridor) whose habitat conditions you are attempting to improve or protect. Select one Primary Species. (ENTER ON PRISM TAB 11)

Salmonid Species	**Species Targeted** (select as many as apply)	**Primary Species** (select only one)
Bull Trout	☐	☐
Chinook	☐	☐
Chum	☐	☐
Coho	☐	☐
Cutthroat	☐	☐
Pink	☐	☐
Sockeye	☐	☐
Steelhead	☐	☐

13a. Habitat Factors Addressed

Identify one or more Habitat Factors being addressed by this Project and select one Primary Factor.

For definitions of Habitat Factors, see Manual 18b, Appendix B.

(ENTER ON PRISM TAB 11)

Habitat Factors	Project Addresses (select as many as apply)	Primary Factor (select only one)
1. Biological Processes	☐	☐
2. Channel Conditions	☐	☐
3. Estuarine and Near-shore Habitat	☐	☐
4. Floodplain Conditions	☐	☐
5. Lake Habitat	☐	☐
6. Loss of Access to Spawning and Rearing Habitat	☐	☐
7. Riparian Conditions	☐	☐
8. Streambed Sediment Conditions	☐	☐
9. Water Quality	☐	☐
10. Water Quantity	☐	☐

13b. Species/Habitat Factors Information Sources

For Species Information provide the source and indicate if the species listed are directly on-site at some point in their life stage (i.e. SaSI, WDFW Stream Catalog, Stream Survey/Field Observation, Limiting Factors Distribution Maps).

For Habitat Factors Information list the study/report and date identifying the habitat factors for your project (i.e. SaSI, limiting factors analysis, watershed analysis, other assessments or studies).

(ENTER ON PRISM TAB 11)

Study Name	Author	Date

14. Evaluation Proposal
In-Stream Habitat

Applicants must respond to the following items. The local citizen and technical advisory groups will use the evaluation proposal to evaluate your project. Applicants should contact their lead entity for additional information that may be required.

Up to eight pages may be submitted for each project evaluation proposal.

(SUBMIT INFORMATION VIA PRISM ATTACHMENT PROCESS OR ON PAPER)

I. BACKGROUND

Describe the fish resources, the current habitat conditions, and other current and historic factors important to understanding this project. Be specific—avoid general statements. When possible, document your sources of information by citing specific studies and reports.

II. PROBLEM STATEMENT

State the nature, source, and extent of the problem that this project will address and help solve. Address the primary causes of the problem, not just the symptoms. When possible, document your sources of information by citing specific studies and reports.

III. PROJECT OBJECTIVES

List the project's objectives. Objectives are statements of specific outcomes that typically can be measured or quantified over time. Objectives are more specific than goals (visions of the desired future condition) and less specific than tasks (the specific steps that would be taken to accomplish each of the objectives). For example, the objectives of an in-stream habitat project might be to increase channel complexity, to provide cover, to capture sediment, to reduce erosion, to create pools, and to reconnect side-channels or floodplain. Explain how achieving the objectives will address and help solve the problem identified in II above.

IV. PROJECT APPROACH

- ▷ Briefly describe the geographic setting of the project (marine nearshore, estuary, main stem, tributary, etc) and the life cycle stage(s) affected.
- ▷ List the individuals and methods used to identify the project and its location.
- ▷ Describe the consequences of not conducting this project at this time. For acquisition projects, also describe the current level and imminence of risk to habitat.
- ▷ Describe the project design and how it will be implemented.
    - Explain how the project's cost estimates were determined.
    - Describe other approaches and opportunities that were considered to achieve the project's objectives.
    - List project partners. When appropriate, include a letter from each participating partner briefly outlining its role and contribution to the project. (See Section 15 for a sample format.)
    - List all landowner names. Include a signed form from each landowner acknowledging their property is proposed for SRFB funding consideration. (See Section 16 for a sample format.)
    - Describe the long-term stewardship and maintenance obligations of the project. Projects should be consistent with habitat forming processes in the watershed, requiring reduced up-keep and long-term maintenance over time.

- When known, identify the staff, consultants, and subcontractors that will be designing and implementing the project, including their names, qualifications, roles and responsibilities. If not yet known, describe the selection process.

V. TASKS AND TIME SCHEDULE

List and describe the major tasks and time schedule you will use to complete the project. Describe your experience managing this type of project.

VI. CONSTRAINTS AND UNCERTAINTIES

State any known constraints or uncertainties that may hinder successful completion of the project. Identify any possible problems, delays, or unanticipated expenses associated with project implementation. Explain how you will address these constraints.

15. Project Partner Contribution Form

Project Partner:

Partner Address:

Contact Person

☐ Mr. ☐ Ms. Title

First Name: Last Name:

Contact Mailing Address:

Contact E-Mail Address:

Description of contribution to project:

Estimated value to be contributed: $_____

_____ _____

Partner's signature **Date**

16. Landowner Willingness Form

Landowner Information:

Name of Landowner:

Landowner Contact Information:

☐ Mr. ☐ Ms. Title

First Name: Last Name:

Contact Mailing Address:

Contact E-Mail Address:

Property Address or Location:

I certify that _____ is the legal owner of property described in this grant
(landowner or organization)
application to the Salmon Recovery Funding Board (SRFB). I am aware the project is being proposed on said property. My signature authorizes the applicant listed below to seek funding for project implementation, however, does not represent authorization of project implementation.

_____ _____
Landowner Signature **Date**

Project Applicant Information

Project Name:

Project Applicant Contact Information:

☐ Mr. ☐ Ms. Title

First Name: Last Name:

Contact Mailing Address:

Contact E-Mail Address:

Lead Entity Organization: